

Pleasant Grove Baptist Church

P O Box 6275
Springfield, IL 62708

Pleasant Grove Baptist Church is seeking a full-time pastor, called by God, who will be the spiritual leader of the congregation. The qualified candidate is responsible to God and the church to proclaim the gospel of Jesus Christ, teach the Bible, to provide Christian leadership in all areas of the church and to engage in pastoral care for the congregation and community.

Full-Time Pastor Job Description

Reopened: July 1, 2017 - Application Postmarked Date: October 30, 2017

All interested persons must submit a complete application packet consisting of the following:

1. Cover letter and current resume;
2. Unopened, official transcripts mailed directly from the issuing institution(s);
3. DVD of a sermon delivered within the past year (if available);
4. Current color photo (5x7);
5. Ordination and License; and
6. A completed and signed application checklist.

Submission: Submit the Candidate Packets by certified mail, return receipt:

Mail to:
Pastoral Search Ministry
Pleasant Grove Baptist Church
Post Office Box 6275
Springfield, Illinois 62708

Candidate Packets postmarked after October 30, 2017 will not be considered.

Final candidates will be notified and asked to provide additional information later in the selection process. Final candidates must consent to a reference check, criminal history background check, drug screening test, and credit and a financial history review (performed through outside agency to ensure complete confidentiality).

All information presented will be treated as **CONFIDENTIAL**. For additional information or questions, please submit your request to the **Pastoral Search Ministry**, at the above address.

No Phone Calls Please

QUALIFICATIONS

- ▶ Must be a licensed and ordained Baptist minister duly ordained in accordance with the Baptist Church;
- ▶ Must have a clear understanding of the Baptist Doctrine and Articles of Faith as well as being an effective communicator with the ability to teach sound doctrine and to preach effectively from the Holy Bible;
- ▶ Must have skills in written and oral communication;
- ▶ Must have a minimum five years of experience as a Baptist pastor;
- ▶ Must be an effective leader with proven managerial and administrative skills;
- ▶ Must be proficient in the use of modern technology to enhance education and outreach;
- ▶ Must be committed to further religious training;
- ▶ Must be committed to church spiritual growth and membership development;
- ▶ Must be able to articulate a vision for the church that emphasizes spiritual growth, Christian service and ongoing Christian Education development;
- ▶ Must be willing to attend, support and encourage the membership to attend Associations, Conventions, Congress and the State and National Convention for the purpose of religious education and gleanings that will enhance the church's existing ministries as well as establishing new ministries;
- ▶ Must demonstrate a record of community and mission outreach;
- ▶ The Pastor must demonstrate an intergenerational approach to spiritual and congregational growth;
- ▶ The Pastor should be able to counsel and work with youth as well as promote and develop youth programs; and
- ▶ The Pastor should be able to provide spiritual counseling in the areas of bereavement, marital, and other various individual needs of the congregation.

RESPONSIBILITIES OF A PASTOR

- ▶ The Pastor will serve as an ex-officio member of all church ministries/committees;
- ▶ The Pastor will preside over worship services, funeral services, weddings and baby dedications or designate someone else to perform these functions in his absence;
- ▶ The Pastor will be responsible for teaching, counseling and observance of the Ordinances of the Lord's Supper and Baptism;
- ▶ The Pastor will be responsible for visiting members who are hospitalized, confined to home or in an extended care facility as well as delegating these responsibilities to the Deacon/Deaconess Ministry and/or Church leaders as appropriate;
- ▶ The Pastor will moderate church meetings;
- ▶ The Pastor will work with various ministries to provide leadership in planning, organizing and coordinating programs in discipleship and ministry;
- Must be able to plan and conduct worship services; and
- ▶ Must possess strong leadership skills to increase the church membership.

<p>SECTION I – PASTORAL APPLICATION</p> <p>PERSONAL INFORMATION</p>

Full Name: (Last) _____ First _____ Middle _____

Are you known by another name: _____

Address: _____ City _____ State _____ Zip _____

Mailing Address if different (City/State/Zip) _____

Phone Numbers (home) _____ Cell _____ Business _____

Email Address _____

Birth Date _____ Birth Place _____ Are you a US Citizen? _____

If hired, can you present proof of your legal right to live and work in this country? Yes _____ No _____

Please list all addresses and residence periods for the last ten years:

Previous Address Information (complete only if at current address for less than ten years, attach additional sheet if necessary)

Home address	City	State	Zip code
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Home address	City	State	Zip code
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Social media footprint (e.g. Facebook, Twitter handle, Instagram, LinkedIn, etc.) (if applicable)

Digital Media (e.g., Links to podcast, blogpost, etc. if applicable) _____

Are you able to perform essential functions of the position with or without reasonable accommodations?
 Yes _____ No _____ please explain needed accommodations _____

Spouse's name (Last) _____ First _____ Middle _____

Number of Children _____ Ages _____

Are you a Veteran? Yes _____ No _____

List your marital history (any prior marriages) dates and place: _____

SECTION VI – APPLICANT CHECKLIST

1. ____ Cover Letter and Resume
2. ____ DVD of recent sermon, if available
3. ____ Current color photo (5x7)
4. ____ A completed application
5. ____ A copy of a license and ordination certificate
6. ____ A completed and signed application checklist

Printed Applicant Name _____

Applicant Signature _____ Date _____

Contact: Pastoral Search Ministry of Pleasant Grove Baptist Church

Mail to:
Pastoral Search Ministry
Pleasant Grove Baptist Church
Post Office Box 6275
Springfield, Illinois 62708

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